

County Executive

MISSION STATEMENT

The Offices of the County Executive provide political leadership to the community and administrative direction to the County's departments and offices. The Office is committed to providing accurate, timely, and effective staff support to the County Executive and the Chief Administrative Officer (CAO) as they address their responsibilities in an atmosphere that is characterized by excellence, efficiency, openness, outreach, equity, and integrity.

BUDGET OVERVIEW

The total recommended FY08 Operating Budget for the Offices of the County Executive is \$5,251,730, an increase of \$657,510 or 14.3 percent from the FY07 Approved Budget of \$4,594,220. Personnel Costs comprise 93.1 percent of the budget for 41 full-time positions and nine part-time positions for 40.7 workyears. Operating Expenses account for the remaining 6.9 percent of the FY08 budget.

Not included in the above recommendation is a total of \$307,910 and 2.1 workyears that are charged to: Capital Improvements Program - CIP (\$184,940, 1.0 WY); Permitting Services (\$62,490, 0.5 WY); Police, General Fund (\$30,240, 0.3 WY); and Silver Spring Urban District (\$30,240, 0.3 WY). The funding and workyears for these items are included in the receiving departments' budgets.

In addition, this department's Capital Improvements Program (CIP) requires Current Revenue funding.

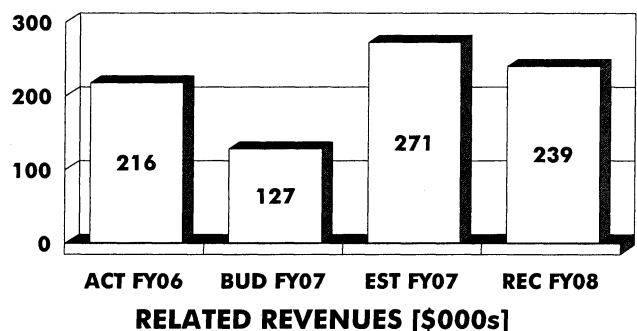
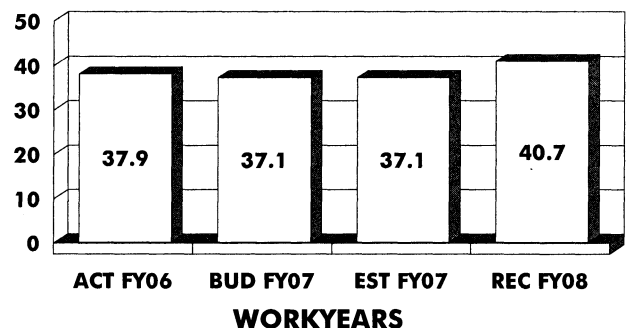
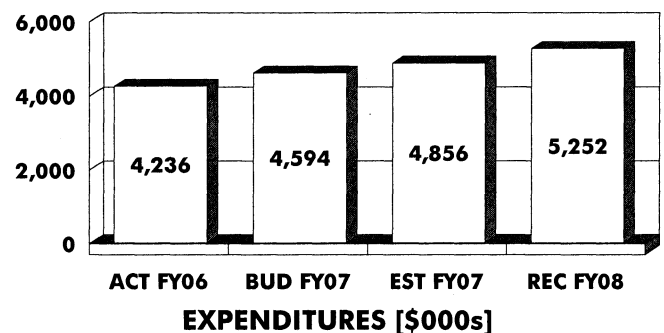
HIGHLIGHTS

- ❖ **Achieve seamless transition to new County Executive management team.**
- ❖ **Refocus priorities of the Office and the County Government on seven policy objectives:**
 - Greater responsiveness and accountability.
 - Providing safe streets and secure neighborhoods.
 - Healthy and sustainable communities.
 - Keeping Montgomery moving.
 - Preparing children to live and learn.
 - Ensuring vital living for all of our residents.
 - Affordable housing in an inclusive community.
- ❖ **Productivity Enhancements**
 - Improve operation of the Volunteer Center by making better use of the County's database of individuals and organizations that have expressed interest in volunteerism.
 - Use GIS software to enhance analysis of data for pedestrian safety and planning studies.
- ❖ **Expand duties of the renamed Office of Community Partnerships and its manager to include coordination**

Program Summary

	Expenditures	WYs
Policy Planning and Development	1,276,590	9.0
Supervision & Management of Executive Branch Depts.	1,945,460	14.3
Community Partnerships	1,450,290	12.0
Planning and Fiscal Analysis of Infrastructure Needs	396,800	3.4
Administration	182,590	2.0
Totals	5,251,730	40.7

Trends



of outreach and volunteer activities.

- ❖ **Hire a new liaison official in the Office of Community Partnerships to strengthen relationships between the County and underserved communities.**
- ❖ **Create a new manager in the Office of the County Executive to oversee criminal justice issues.**

PROGRAM CONTACTS

Contact Sonetta Neufville of the Offices of the County Executive at 240.777.2516 or Charles Goldsmith of the Office of Management and Budget at 240.777.2779 for more information regarding this department's operating budget.

PROGRAM DESCRIPTIONS

Policy Planning and Development

The County Executive oversees the enforcement of the laws of Montgomery County and provides Executive direction to all departments and offices of the County government. The County Executive also develops policies; proposes plans, programs, budgets, and legislation to the County Council; adopts Executive Orders and Regulations; and appoints citizens to boards, committees, and commissions.

FY08 Recommended Changes

	Expenditures	WYs
FY07 Approved	1,144,970	8.0
FY08 CE Recommended	1,276,590	9.0

Supervision & Management of Executive Branch Depts.

The Chief Administrative Officer (CAO) supervises all departments and offices of the Executive Branch. The CAO also advises the County Executive on administrative matters and coordinates management review and decision-making on policies, programs, plans, budgets, legislation, regulations, and similar matters. The CAO staff conducts administrative hearings arising out of Executive Branch activities. The Constituent Services staff coordinates responses to correspondence, telephone calls, electronic mail, and walk-ins concerning County programs and services. Information and Referral staff maintains the information database for resources such as the Quick Guide.

FY08 Recommended Changes

	Expenditures	WYs
FY07 Approved	1,481,910	8.0
FY08 CE Recommended	1,945,460	14.3

Community Partnerships

The Office of Community Partnerships (OCP) manages the outreach and volunteer programs and initiatives of County government. The OCP staff coordinates community outreach and volunteer activities; promotes partnership with private and non-profit organizations in the County; provides outreach and liaison services to ethnic, multilingual and multicultural

communities; and strengthens relationships between the County and underserved communities. Annual programs are sponsored celebrating Black History month, Hispanic Heritage month, Asian and Pacific Islanders Heritage month, Native American Heritage month, Dr. Martin Luther King, Jr.'s birthday, Juneteenth, and Arab Heritage month. The OCP staff also publishes the In-Touch newsletter quarterly. The Volunteer and Community Service Center promotes volunteerism as a community ethic among government, business, religious, civic and educational segments of the community. The Center also coordinates grants associated with volunteer activities.

FY08 Recommended Changes

	Expenditures	WYs
FY07 Approved	1,533,720	16.7
FY08 CE Recommended	1,450,290	12.0

Planning and Fiscal Analysis of Infrastructure Needs

This program provides analytical support to the Executive on a range of issues, including the Growth Policy, the fiscal impact of master plans, investigation of infrastructure finance methods, input on issues relating to infrastructure costing and the implementation of the County planning process, and limited regulatory support. The staff also coordinates the County's Pedestrian Safety Initiative and manages the Base Realignment and Closure grant.

FY08 Recommended Changes

	Expenditures	WYs
FY07 Approved	261,510	2.4
FY08 CE Recommended	396,800	3.4

Administration

The Administration program provides budget development and analysis, fiscal and inventory control, personnel and payroll management, training and supervision, procurement, and contract administration.

FY08 Recommended Changes

	Expenditures	WYs
FY07 Approved	172,110	2.0
FY08 CE Recommended	182,590	2.0

BUDGET SUMMARY

	Actual FY06	Budget FY07	Estimated FY07	Recommended FY08	% Chg Bud/Rec
COUNTY GENERAL FUND					
EXPENDITURES					
Salaries and Wages	2,938,448	3,217,250	3,187,550	3,645,050	13.3%
Employee Benefits	779,340	910,670	1,076,850	1,006,900	10.6%
County General Fund Personnel Costs	3,717,788	4,127,920	4,264,400	4,651,950	12.7%
Operating Expenses	297,372	339,340	319,990	360,840	6.3%
Capital Outlay	0	0	0	0	—
County General Fund Expenditures	4,015,160	4,467,260	4,584,390	5,012,790	12.2%
PERSONNEL					
Full-Time	35	36	36	39	8.3%
Part-Time	5	5	5	9	80.0%
Workyears	35.5	35.4	35.4	38.2	7.9%
GRANT FUND MCG					
EXPENDITURES					
Salaries and Wages	123,356	88,140	88,140	168,520	91.2%
Employee Benefits	39,482	33,910	33,910	68,640	102.4%
Grant Fund MCG Personnel Costs	162,838	122,050	122,050	237,160	94.3%
Operating Expenses	57,856	4,910	149,377	1,780	-63.7%
Capital Outlay	0	0	0	0	—
Grant Fund MCG Expenditures	220,694	126,960	271,427	238,940	88.2%
PERSONNEL					
Full-Time	2	2	2	2	—
Part-Time	1	1	1	0	—
Workyears	2.4	1.7	1.7	2.5	47.1%
REVENUES					
Retired Senior Volunteer Program	117,432	93,480	93,480	97,860	4.7%
Service Learning Impacting Citizenship	2,499	0	0	0	—
Corporate Volunteer Council	14,925	19,700	19,700	21,840	10.9%
Medical Reserve Corps	43,607	13,780	13,780	0	—
Urban Areas Security Initiative	37,920	0	144,467	0	—
Base Realignment and Closure	0	0	0	119,240	—
Grant Fund MCG Revenues	216,383	126,960	271,427	238,940	88.2%
DEPARTMENT TOTALS					
Total Expenditures	4,235,854	4,594,220	4,855,817	5,251,730	14.3%
Total Full-Time Positions	37	38	38	41	7.9%
Total Part-Time Positions	6	6	6	9	50.0%
Total Workyears	37.9	37.1	37.1	40.7	9.7%
Total Revenues	216,383	126,960	271,427	238,940	88.2%

FY08 RECOMMENDED CHANGES

	Expenditures	WYs
COUNTY GENERAL FUND		
FY07 ORIGINAL APPROPRIATION	4,467,260	35.4
Changes (with service impacts)		
Add: Three Part-time Public Administration Interns for Task Forces and Committees [Supervision & Management of Executive Branch Depts.]	95,640	1.5
Add: Manager I -- Criminal Justice Issues [Supervision & Management of Executive Branch Depts.]	88,990	0.5
Add: Outreach Liaison [Community Partnerships]	63,870	0.5
Enhance: Manager II - Special Projects [Supervision & Management of Executive Branch Depts.]	38,540	0.3
Enhance: Reclassify Manager III to Manager I [Community Partnerships]	35,550	0.0
Other Adjustments (with no service impacts)		
Increase Cost: General Wage and Service Increment Adjustments	176,490	0.0
Increase Cost: Annualization of FY07 Personnel Costs	73,710	0.0
Increase Cost: Retirement Rate Adjustment	26,130	0.0

	Expenditures	WYs
Increase Cost: Printing and Mail Adjustments [Supervision & Management of Executive Branch Depts.]	3,490	0.0
Increase Cost: Reclassify Administrative Assistant [Policy Planning and Development]	3,250	0.0
Increase Cost: Labor Contracts - Other [Supervision & Management of Executive Branch Depts.]	1,210	0.0
Increase Cost: Annualization of FY07 Operating Expenses	930	0.0
Decrease Cost: Motor Pool Rate Adjustment [Supervision & Management of Executive Branch Depts.]	-7,920	0.0
Decrease Cost: Group Insurance Rate Adjustment	-16,350	0.0
Decrease Cost: Convert Manager II to Senior IT Specialist [Supervision & Management of Executive Branch Depts.]	-38,000	0.0
FY08 RECOMMENDED:	5,012,790	38.2
GRANT FUND MCG		
FY07 ORIGINAL APPROPRIATION	126,960	1.7
<u>Changes (with service impacts)</u>		
Add: Base Realignment and Closure Grant	119,240	1.0
Eliminate: Medical Reserve Corps Grant	-13,780	-0.2
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Miscellaneous Grant Adjustments	6,520	0.0
FY08 RECOMMENDED:	238,940	2.5

FUTURE FISCAL IMPACTS

Title	CE REC. FY08	FY09	FY10	(S000's) FY11	FY12	FY13
This table is intended to present significant future fiscal impacts of the department's programs.						
COUNTY GENERAL FUND						
Expenditures						
FY08 Recommended	5,013	5,013	5,013	5,013	5,013	5,013
No inflation or compensation change is included in outyear projections.						
Annualization of Positions Recommended in FY08	0	59	59	59	59	59
New positions in the FY08 budget are generally lapsed due to the time it takes a position to be created and filled. Therefore, the amounts above reflect annualization of these positions in the outyears.						
Elimination of One-Time Items Recommended in FY08	0	-25	-25	-25	-25	-25
Items approved for one-time funding in FY08, including computers, furniture, and set-up cost for new employees, will be eliminated from the base in the outyears.						
Labor Contracts	0	203	406	412	412	412
These figures represent the annualization of service increments, general wage adjustments, and associated benefits. Estimated compensation (e.g., general wage adjustments and service increments) for personnel are included for FY09 and beyond.						
Central Duplicating Deficit Recovery Charge	0	1	0	-1	-1	-1
Departments will be assessed a per-employee charge to recover Central Duplicating's negative fund balance by the end of FY09.						
Subtotal Expenditures	5,013	5,250	5,452	5,457	5,457	5,457